



Santa Rosa Tribal Policy Higher Education Assistance

Listed Below are the guidelines for the Tribe's Higher Education Assistance Policy

1. Educational Assistance is allowable upon approval not to exceed the amount of \$2,000.00 maximum per calendar year. Education Assistance funds are to be used for tuition and **books** only to a Public or Private University. Funds **cannot** be utilized for transportation or child care.

For Profit colleges, such as University of Phoenix **are not** covered.

2. Educational Assistance is allowable upon approval not to exceed \$1,200.00 per calendar year for Community Colleges or Vocational training. Funds can be used for **tuition** and **required textbooks** for those classes only. Funds **cannot** be utilized for transportation or child care.
 - Cultural and/or Traditional Resource classes are allowable upon approval not to exceed the amount of \$500.00 per calendar year. Supplies and/or equipment are allowable expenditures for these types of classes. These classes are not in addition to the original maximum of either \$2,000.00 or \$1,200.00 but are included in the total amount payable.

Please note, online classes can be covered as long as the classes being offered are from a University, College or Vocational training. For Profit colleges, are not covered by this policy.

3. Request must be submitted on an Education Assistance Request Form by tribal member with supporting documentation which includes tuition, textbooks, and proof of enrollment into school. (University, College or Vocational training). Special circumstances will be applied for those students who have graduated from High School, but not yet a recognized by General Membership for tribal recognition due to student's birthday later in the year. Request must be submitted on an Education Assistance Request form by tribal member on behalf of student with supporting documentation which includes tuition, textbooks, and proof of enrollment into school. (University,

College, Vocational training). Once student is eligible for tribal membership, then student must fill out an Education Assistance Request Form in their own name making them responsible for the requirements of the Higher Education Assistance Policy. The supporting documentation and request must be submitted before January 31st of the following calendar year to be considered.

4. The requestor understands upon submitting the Education Request Form that they are obligated to complete the classes which the tribe is assisting with or repayment to the tribe via RSTF distribution will be required.
5. At the end of the school year the student must submit a copy of report card, transcripts or letter of completion. If report card or completion letter is not submitted reimbursements of Education Assistance funds will be paid back to the tribe via RSTF distributions starting on the next distribution in increments of \$250.00 per distribution check.
6. Future consideration for Education Assistance will not be given unless the student received a passing grade for each class and has complied with all these standards for Educational Assistance.
7. Tribal Council will approve/disapprove all Education Request. The tribal member/student will have the right to appeal at the next duly scheduled General Council meeting.
8. You must be a Tribal Member/ under aged tribal member student in good standing. Good standing is defined as someone who has paid back all other loans and there was no problem getting back those monies.
9. It is recommended that those who have received Education Assistance donate their time in assisting with Reservation Community Projects, when available.
10. For those students attending college who require the use of a laptop computer for their studies, a laptop may be requested. The laptop will be purchased by the tribe and must be no more than \$600. The cost of the laptop will be paid back via quarterly Revenue Sharing Distributions in increments of \$250 until the laptop is paid back in full. If the under aged tribal member student is not a recognized tribal member, then the tribal member of student may request on their behalf and pay back agreement will commence in increments of \$250 per quarter out of Revenue Sharing Trust Distribution until paid in full or until student's 18th birthday. At that time the laptop belongs to the Tribal Member/Student. A Laptop Request Form must be used to make the request.